

## BROOKLYN VILLAGE BOARD MEETING MINUTES

July 13, 2015

The July 13, 2015, Village Board meeting of the Village of Brooklyn was called to order at 6:33 pm at the Village Hall by President Pat Hawkey. Trustees present were Kyle Smith, Russell Cazier (arrived at 6:40), Heather Kirkpatrick, Todd Klahn and Zach Leavy. Trustee McCallum was absent. Others present were Clerk Strause, PW Director Langer, Chief Barger, Brian Selbo, Lyle Wanless, Danny Leonard, Teresa Pelton, All stood for the Pledge of Allegiance. There were no Public Comments.

Trustee Smith moved, second Kirkpatrick, carried to approve the minutes of 6-8-15. Smith moved, second Kirkpatrick, carried to approve the minutes of 6-23-15.

President Hawkey thanked all Village staff-Public Works, Clerk's office, and Police, for recent clean up from the storm damage, and July 4<sup>th</sup> celebration event along with the Recreation Committee volunteers that worked hard to bring this large attendance event to the Village each year. At the Chamber's ice cream social, Village staff were also thanked and given certificates for all the help the Chamber receives for their events and also thanked the Recreation Committee for all the work done for a very successful July 4<sup>th</sup> event. Hawkey stated she has started looking at the submitted surveys regarding the newsletter and siren which right now favors sending the newsletter to all and keeping the 6 pm siren. Residents have until the end of July to turn in their surveys. A joint Oregon Senior Center meeting will be held on July 22 at 6:30 pm at the Senior Center. The WI-FI connection at the Community Building is installed and works successfully.

Trustee Leavy moved, second Klahn, carried to approve amending the agenda moving up the Planning and Zoning Commission report and **Town of Brooklyn's request to re-zone parcel #23-109-0127.01 from R-SL (Single Family Low Density) to Public Grounds** allowing for construction of a new Veterans Memorial. A Public Hearing was held at 6 pm this date by PZ Commission with recommendation to approve this request. This parcel is located directly next to the Brooklyn Town Hall, 400 W Main St. President Hawkey moved, second Klahn, carried to approve this rezone as requested.

Clerk-Treas Strause gave the monthly financial report with May income of \$76,034.30, expenses \$342,953.93 leaving and end of May balance in all funds of \$1,383,476.12. Information provided today from Attorney General Brad Schimel offers a free "Open Government Summit" on July 29<sup>th</sup> at the Capitol from 8:30-4:00 pm to discuss public records law, open meeting law, and the cost of open government. Anyone wanting to attend should contact the Clerk to make reservations as seating is limited.

**PUBLIC WORKS**-The annual 2014 CMAR and Resolution #2015-07 was presented. Trustee Klahn moved, second Leavy, carried to approve the report and resolution. **The influent screen brushes at the WWTP** are in need of repair with the committee recommending not exceeding \$7,000 with the work done before end of year. Trustee Smith moved, second Klahn, carried to approve the recommendation. Discussion to **increase the monthly rental fee for the exempt sewer meters** was had. PW Director Langer stated the labor and material cost is probably more than what the monthly \$5.00 rental fee income brings in. PW committee recommended raising the monthly fee to \$7.50. Klahn moved, second Smith, carried to increase the monthly rental fee to \$7.50 and keep the meter deposit the same at \$100 starting in 2016. Langer requested to **sell surplus items**: Metal desk/drawer from Well #1, two wheel trailer/tank from old bio-solids hauling days, pallet of electronics from 2014 office upgrades, Well #2 motor, and ticket booth/building. Trustee Kirkpatrick recommended the Recreation Committee be notified about the ticket booth as it was used by them in the past. Trustee Smith moved, second Cazier, carried to declare these items surplus and put up for sale, notifying the Recreation Committee about the ticket booth that will need to be fixed if kept or sold as is. The water tower inspection report has not been received yet. The CMOM is being worked on. Storm water areas by water tower have been mowed. Illegal dumping at the cemetery is being monitored. Smithfield bathrooms were vandalized in June.

**SAFETY**-Trustee Smith moved, second Klahn, carried to approve the minutes of 3-5-15. Barger reported moving ahead with getting the new part-time officer trained; still working on a complaint against an officer; Dane County CAPMAR was tested late June and it went well; all went well for Fourth of July Celebration; gave an update on criteria for Tornado Sirens to be sounded in Dane Co. which is only sounded if the tornado is sited on radar by Dane County Emergency Management.

**NEW BUSINESS**- President Hawkey moved, second Smith, carried to approve **hiring Pamela Knolinski as a part-time Police Secretary** pending favorable background check. Safety and Personnel Committees did the interviewing of three candidates last week with the recommendation to hire Knolinski. Wages were established at the 6-8-15 Board meeting. President Hawkey moved, second Klahn, carried to **increase court costs to \$38.00** per a request from Judge Gehin.

**UNFINISHED BUSINESS**-**Brooklyn Business Complex** has a new marketing sign installed. President Hawkey, Clerk Strause, and Trustee Kirkpatrick will meet tomorrow morning with Dane County CDBG reps to discuss the contract. **Archiving email update**-since the last meeting, it was discovered an additional \$2000 is needed to have CKH implement the migration for our email archiving. Trustee Cazier will research Google archiving as discussed at Finance meeting. Google, however, goes forward with archiving and does not do historical archiving. The **property transfer with the school district for storm water control** is not complete yet pending wording change.

**CONSENT AGENDA:** Removing item #3 on the agenda, Smith moved, second Klahn, carried to approve items 1 and 2 as follows: Payment of all July 2015 bills as listed and approval of an operator license for Sarah A Michaelis. President Hawkey asked if the "MS: Toyota Best Dam Bike Tour" needs to be rerouted with the school area under construction. Chief Barger stated the water supply at the school would be street side and not a problem during construction. Hawkey moved, second Smith, carried to approve the tour route.

**COMMITTEE REPORTS:** **Electronic Media**-no meeting. **Ordinance**- Because speeding has been a problem on First St., Chair Smith presented an amendment to **Ordinance 32.03, Zoned and posted speed limits**, adding (4) and (5) setting 15 mph speed limits for all park roads and S. First St., South of St Hwy 92. Smith moved, second Klahn, carried to approve as written and send for recodification, entire project of which will have a public hearing and be completed soon. Chair Smith presented an amendment to **Ordinance 48-575 Fences & Hedges** to allow for an 8' fence on a corner side yard lot if out of the Traffic Vision Clearance. Property owner, Brian Selbo, appeared describing his project and his request to build an 8' fence along Kerch St, out of the 50' setback for the vision triangle, not obstructing any view. Chair Smith moved, second Klahn, carried, to amend ordinance 48-575 as written to allow for an 8' fence on a corner side yard and submit for recodification. President Hawkey and Trustee Cazier abstained. Smith moved, second Kirkpatrick, carried to approve a temporary fence permit to Selbo to complete his fence project on S Kerch St. President Hawkey and Trustee Cazier abstained. Hawkey moved, second Klahn, carried to **table setting the public hearing date** until the ordinance book is done. **EDC**-will meet on Thurs., July 16<sup>th</sup> to discuss a developer's agreement, TIF plan language, and the possibility of allowing businesses to advertise in the Village newsletter. **GCDC** meeting is Thursday morning in Browntown. **Recreation**-Hawkey moved, second Smith, carried to approve the minutes of 6-4-2015. Hawkey moved, second Kirkpatrick, carried to approve **the hiring of additional staff for the Summer Recreation program if the participation level is over 25 participants with the Recreation chairman/one member of the recreation committee, and the summer recreation coordinator authorized to interview and hire per Village hiring practices (background check etc.) additional staff for every (10) participants over the original number of (25) or when circumstances require more employee assistance with notification to the Clerk's Office and with follow up approval from the Village Board at the next scheduled Board meeting.** This year the summer recreation program had 36 sign up and two people were hired. This will give the flexibility needed to not limit program. Hawkey moved, second Smith, carried **to hire Abby Klahn as a**

**seasonal high school helper for Summer Youth recreation program** at the rate of \$7.25 per hr for approx 12 hours per week as recommended by the committee. Trustee Klahn abstained. **Emergency Management**-no meeting. **Personnel** will be meeting on 7-21-15. **Finance**-Klahn moved, second Hawkey, carried to approve the **Green County Agreement for payment of delinquent special assessments and charges**. This would allow for the county to continue to settle in full in August; but if a property is sold by Green County, balance of proceeds would be disbursed and a chargeback to the Village may occur for the delinquent amounts. Klahn moved, second Leavy, carried to send President Hawkey (or an alternate if she is not available) to a **WEDC Basic Economic Development course Sept 8-11 at the Pyle Center in Madison at a cost of \$650**.

At 7:22 p.m., Smith moved, second Leavy, unanimously carried to **Convene to Closed Session Pursuant to Wis Stats 19.85 (1)(e) to deliberate or negotiate the possible purchase of public properties**. Leavy moved, second Hawkey, carried to reconvene to open session at 8:13 p.m.

Smith moved, second Leavy, carried to adjourn at 8:14 p.m.

Carol A Strause  
MMC, WCMC, CMTW